

TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Barbara McDaniel, MMC, Assistant Town Clerk/954-797-1023

PREPARED BY: Barbara McDaniel, MMC, Assistant Town Clerk/954-797-1023

SUBJECT: August 20, 2008 minutes

AFFECTED DISTRICT: n/a

ITEM REQUEST: **Schedule for Council Meeting**

TITLE OF AGENDA ITEM: August 20, 2008 (Workshop Meeting)

REPORT IN BRIEF: Council minutes from the August 20, 2008 Council meeting.

PREVIOUS ACTIONS: n/a

CONCURRENCES: n/a

FISCAL IMPACT: not applicable

Has request been budgeted? n/a

RECOMMENDATION(S): Motion to approve

Attachment(s): August 20, 2008 minutes

**TOWN OF DAVIE
WORKSHOP MEETING
AUGUST 20, 2008**

The meeting was called to order at 4:04 p.m. and was followed by the Pledge of Allegiance.

Present at the meeting were Mayor Truex, Vice-Mayor Luis, Councilmembers Caletka, Crowley and Starkey. Also present were Town Administrator Shimun, Town Attorney Rayson, and Assistant Town Clerk McDaniel recording the meeting.

Budget & Finance Director William Ackerman referred to the updated information regarding methods that could be used to increase revenues if the fire assessment was not increased and if the millage rate was set at 4.1215. He advised that he had received information from the State indicating that the impact of a half-cent sales tax would provide \$190,000 less than what was estimated. He advised Council that their first consideration this evening should be to identify where they could cut \$190,000 to offset that loss of revenue.

Councilmember Starkey remarked that they had made substantial cuts in the budget in operating costs, but not in Administration salary and benefits, and she hoped those employees would put forth a good faith effort and negotiate with Council. Mr. Ackerman explained that the grants specialist position had not been filled for a while, but had been included in the budget to start in January. Council agreed that this was an important position to maintain. Council agreed not to cut the community bus service and to consider reducing training and travel.

Regarding the proposal to cut the budget analyst's training and to reduce contractual services, Mr. Ackerman noted that cutting the contractual services would not have an impact. Councilmember Starkey and Councilmember Crowley felt the analyst should continue with training; Councilmember Caletka and Mayor Truex disagreed. Vice-Mayor Luis objected to reviewing the budget line-by-line. Mr. Ackerman stated that the training was not essential and Vice-Mayor Luis stated he would not favor leaving it in.

Acting Development Services Director Marcie Nolan explained the proposed cuts in the Planning and Zoning Division. She stated that the marketing of the Traffic Oriented Corridor was not essential and Council agreed to cut this. Ms. Nolan said the federal lobbying was needed to obtain more federal funding for the Town's road infrastructure, and this item was "more essential" than the other three items on the Planning and Zoning list. Council agreed to cut this item. Ms. Nolan explained that eliminating Regional Activity Center improvements included selection of roads, creation of engineering drawings and seeking funds. Council agreed to remove this and medical background checks for new hires. Ms. Nolan advised that the scanner was to create digital files of plans instead of paper. She said they might be able to share a scanner with the Building and Engineering Divisions. Mr. Shimun pointed out that the Town currently needed to rent space to store the paper plans and they had a backlog of stored plans to scan. Council agreed to maintain this Planning and Zoning item only.

Police Chief Patrick Lynn explained that the Police Department cuts: reduction of training and overtime, elimination of one police service aide position and four vacant police officer positions. Council agreed to consider the other cuts before any cuts to the Police Department.

Mr. Ackerman explained to Councilmember Crowley what "drop front loading expense" was and Councilmember Crowley stated that he wanted to keep all of these. Chief Lynn explained that the Police Department could "live without the conferences" but he wanted to keep the technology and software because they desired to go paperless and become more efficient. Council agreed to keep this item.

Mr. Ackerman explained that under Public Works, they could cut one open tech position, reduce the lawn maintenance contract and eliminate two desktop computers. Public Works Director Manny Diez stated that leaving the tech position open would cause the Department to be slightly less responsive in the construction group and advised that an employee from Planning and Zoning was currently being utilized. He explained that the additional \$30,000 for lawn maintenance had been included because Council had directed Public Works to take over some rights-of-way mowing. The two computers were new units for employees working on the GIS system. Council decided to cut the tech position, lawn maintenance item, and computers.

In Special Projects, Mayor Truex did not want to remove any items as he believed these small-ticket items paid for themselves through sponsorships and residents enjoyed them. Special Projects Director Bonnie Stafiej clarified that these items were the un-sponsored events and she felt they could be cut. Council agreed to cut the items.

Under Parks and Recreation, Parks & Recreation Director Dennis Andresky explained that they planned to open Betty Booth Roberts Park for five months next year, the same period as it had been open this year; they also planned to move the programs to Pine Island Park. Councilmember Starkey wanted the programs to remain at the Park. Mr. Andresky advised that staff was considering closing the Pine Island Park pool on Sundays because this was the lowest usage day of the week. He confirmed that there were no layoffs associated with the proposed cuts. Council agreed to cut the two items related to Pine Island Pool and Park and keep the item related to Betty Booth Roberts Park for now.

Under Housing and Community Development, Housing & Community Development Director Shirley Taylor-Prakelt explained that the reduction of costs for operating the Affordable Housing Trust Fund would not hurt them in any way, since the revenues were self-replicating. Council agreed to cut this item.

Regarding the Information Systems Department, Mr. Shimun remarked that this was "so under-funded and understaffed that I would really hope that you wouldn't cut these minimal amounts." Provisional Information Systems Director Richard Boyhan stated that he would like to be able to keep the staff training, as they had already reduced this item. Council agreed to keep all these items for now.

Regarding the legal fees for the airport expansion effort, Councilmember Crowley wanted to remove this item. Vice-Mayor Luis did not want to cut it, because he felt this was a quality of life issue. Councilmember Caletka wondered how this item increased residents' quality of life. He believed this was a "feel good item and nothing more." Councilmember Starkey thought this would preserve the Town's standing in any litigation that could result because of problems caused by the airport expansion. Council agreed to keep this item in for now.

Regarding the elimination of all budgeted legal settlements, Mr. Ackerman said this meant that if there were any legal settlements next year, the budget must be amended to cover them. Council agreed to remove this item.

Mayor Truex asked about the firefighter/paramedic positions. Mr. Shimun explained that these positions were needed to staff the new fire station. Fire Chief Joe Montopoli stated that the lieutenant position was still required whether the new station opened or not.

Mr. Shimun asked Council to consider a 4.2456 millage rate. Councilmember Crowley and Vice-Mayor Luis agreed; however, Mayor Truex, Councilmember Caletka and Councilmember Starkey did not agree. Regarding the fire assessment, Mr. Shimun stated that the reduced rate would save residents 7 cents per day and explained that raising it \$16 amounted to raising it 4 cents per day.

Regarding the positions to consider eliminating, Council favored eliminating the Human Resources college intern because this position was not currently filled. Regarding elimination of the Public Works Maintenance Tech I position, Mr. Diez remarked that Public Works staffing level was now at lower than in 2004, however, more responsibilities had been assumed since then and he feared a reduced level of service.

Councilmember Caletka referred to the unfilled firefighter positions and he thought they were going to relocate firefighters so they did not need to increase the number of stations they operated. Chief Montopoli explained that some of these positions were to bring the number of staff up to the required levels and some were to staff the new station.

Councilmember Caletka felt it was counterintuitive to lay off existing employees while maintaining unfilled positions. Mr. Ackerman explained that the firefighter/paramedic position would be a layoff, which Council agreed not to cut.

Regarding the Code Enforcement clerk position, Code Compliance Official Danny Stallone explained that this employee had been with the Town for seven years and stressed that Code Enforcement was a very important part of public safety in the Town. He said he would prefer to take a pay cut before any employee was laid off. Council agreed to maintain the Code Enforcement positions.

Mr. Andresky described the recreation leader positions and stated that the first position would be a lay off and the second would be a reduction in hours. Regarding the proposal to convert two full time maintenance techs to part time and two full time recreation leaders to part time, Council agreed to keep these. Regarding the transfer of a part time recreation leader to a park ranger position, Council agreed to this change.

Regarding the four recreation attendants, Mr. Andresky explained that if these positions were cut, the Police Athletic League would be responsible for opening and closing the facility at Potter Park Multipurpose Center. Council agreed to maintain these positions.

Regarding the operational reductions, Mr. Ackerman explained that these options included dropping the front-loading options in the Police Department by \$145,000 and reducing roadway maintenance. Council agreed not to cut these.

Mayor Truex asked how far in advance of opening a fire station personnel should be hired. Chief Montopoli responded that personnel should be hired six to eight months. Mr. Diez estimated that if they had a site for a new station, it would take more than a year to create drawings and pull permits, and construction would take six months to a year after that.

Mr. Ackerman stated that the additions on the first two lines were currently in the budget because they anticipated the new station would open in the current year. These positions were now unfilled. Mayor Truex stated that the fire station would not be built within this fiscal year, and he would favor taking out the \$866,000. Councilmember Starkey wanted to keep this in because they had promised a fire station out west. Chief Montopoli said they had no site for a station out west. Councilmember Crowley did not want to budget for positions that would not be filled until the station was built, which would not occur within the next 12 months.

Councilmember Starkey was concerned about response times out west and Chief Montopoli agreed. Councilmember Starkey recommended housing a temporary rescue station at Pine Island and Shenandoah Park, until a fire station could be built. Chief Montopoli responded that locating a rescue at Shenandoah would require augmenting manpower. Councilmember Caletka favored moving the positions to the next calendar year, since the new station would not be built within the year. He also felt they could use the savings to offset the fire assessment and avoid an increase.

Mr. Shimun said that if Council left the fire assessment at \$104, accepted the proposed millage rate and the cuts agreed to so far, they would be finished. Councilmember Crowley clarified that they would cut the firefighter positions for proposed stations. Councilmember Starkey wanted to keep the fire assessment at the advertised rate. Councilmember Caletka and Councilmember Crowley favored Mr. Shimun's idea. Vice-Mayor Luis said he would agree to this if Chief Montopoli assured him he was comfortable "being short on a few firefighters." Chief Montopoli stated they were working on the numbers, and he would inform Council of the number of firefighters he would need to run the Fire Department today with less overtime. He indicated that this meant that no new station would open out west within the budget year.

Mayor Truex asked Mr. Ackerman to amend the sheet to indicate the items Council had agreed upon and they would meet again to finish their discussion.

Vice-Mayor Luis said he did not object to the millage rate and indicated that his issue was the fire assessment. Councilmember Crowley reminded Vice-Mayor Luis that Mr. Shimun had recommended maintaining the \$104 fire assessment. Vice-Mayor Luis agreed to this.

Mr. Ackerman confirmed for Mayor Truex that there would be two readings on the budget - September 3rd and September 17th. He advised that the presentation on September 3rd would include the 4.2456 millage rate and the \$104 fire assessment.

There being no further business to discuss and no objections, the meeting was adjourned at 5:42 p.m.

Approved_____

Mayor/Councilmember

Town Clerk